

BUDGET AND MANAGEMENT

Statement of Purpose

To plan, prepare, and monitor the County's annual operating and capital budget and conduct special research and management analysis for the County Manager and County Departments.

Outcomes

1. Prepare a balanced budget for adoption by July 1, 2007, which:
 - a. Receives a satisfaction rating of at least 95% on the Manager's budget survey to be completed in July 2007, focusing on the responsiveness and the quality of analysis completed by the budget staff on departmental outcomes. This will include the budget staffs' ability to monitor and report departments' progress and commitment to outcomes and to recommend changes to improve efficiency or compliance.
 - b. Receives a satisfaction rating of at least 90% from department heads on a survey to be completed in July, 2007, which measures the services the budget staff provides to departments in the areas of revenue projections, research and analysis, staff support in resolving problems of mutual concern, and support in establishing and monitoring outcomes.
 - c. Communicates County policies, provides a financial and operating plan, and is an effective communication device to our citizens, as demonstrated by receiving the 2006 Government Finance Officers Association (GFOA) Distinguished Budget Award.
2. Prepare a Revenue, Expense, and Fund Balance forecast in October, 2006, that is based on the 2006/07 annual budget and Capital Improvement Plan (CIP) which will give the County Manager, Board of Commissioners, and Department Heads the financial information they need to set priorities and goals in planning for the future needs of the County.
3. Improve departmental outcomes to include more results oriented and measurable performance measures by working with departments on outcome development outside of the normal budget season. This will help to equalize the workload of departments and the budget office and allow more time to focus on improved performance measurement.

Budget & Management

Reinventing Department

Organization: 120150

	2004/05 Actual	2005/06 Current	2006/07 Requested	2006/07 Approved	Percent Change
Revenue					
Indirect Cost	\$38,517	\$59,712	\$80,366	\$80,366	35%
General Fund	135,405	143,488	145,503	145,503	1%
Total	\$173,922	\$203,200	\$225,869	\$225,869	11%
Expenses					
Personal Services	\$167,102	\$190,200	\$214,482	\$214,482	13%
Supplies & Operations	6,820	13,000	11,387	11,387	-12%
Capital	0	0	0	0	0%
Total	\$173,922	\$203,200	\$225,869	\$225,869	11%
Employees					
Permanent	2.50	3.00	3.00	3.00	0%
Hourly	0.00	0.00	0.00	0.00	0%
Total	2.50	3.00	3.00	3.00	0%

Fiscal Year 2004/05 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
3	3	0	0	100%

Significant Changes:

The Budget Office achieved all three of its outcomes in Fiscal Year 2004/05. Outcomes continue to focus on working with internal departments to develop a financially responsible budget for the County. In doing so, staff added an outcome last year to implement a new process for preparing the Capital Improvement Plan (CIP) prior to the budget process. This gave the Budget Office more time to focus on capital, as well as major repairs and renovations.

In an effort to improve departmental outcomes to include more results oriented and measurable performance measures, the Budget Office added an outcome for Fiscal Year 2006/07 to work with departments on outcome development outside of the normal budget season. This will help to equalize the workload on departments and the Budget Office and allow more time to focus on improved performance measurement.